

Public Document Pack

Late information for Scrutiny Board (Strategy and Resources) on 21 December 2017

Agenda item 6 – Pages 1-6: Minutes of Scrutiny Board (Strategy and Resources) held on 29 November 2017

Agenda item 12 – Pages 7-24: Minutes of Executive Board held on 13 December 2017.

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SCRUTINY BOARD (STRATEGY AND RESOURCES)

WEDNESDAY, 29TH NOVEMBER, 2017

PRESENT: Councillor P Grahame in the Chair

Councillors S Bentley, R Grahame,
P Harrand, J McKenna, D Ragan, A Smart,
E Tunnicliffe and T Wilford

40 Late Items

The following information was provided as supplementary information to Item 7: Performance Reporting to the Scrutiny Board (minute 44 refers):

- Additional financial information regarding Civic Enterprise Leeds

41 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interest made at the meeting.

42 Apologies for Absence and Notification of Substitutes

The following apologies and notifications of substitute members attending were received at the meeting:

- Councillor A Sobel – Councillor R Grahame attending as a substitute member
- Councillor D Nagle – Councillor D Regan attending as a substitute member
- Councillor A Garthwaite – no substitute member in attendance
- Councillor R Wood – no substitute member in attendance

43 Minutes - 26 October 2017

The minutes of the meeting held on 26 October 2017 were agreed as an accurate record.

There were no matters arising identified or discussed at the meeting.

44 Performance reporting to the Scrutiny Board

The Director of Resources and Housing submitted a report to the Scrutiny Board introducing performance reports in relation to (a) Civic Enterprise Leeds and (b) Digital and Information Service.

The following were in attendance to introduce the report and performance information and to address questions from the Scrutiny Board:

- Cllr James Lewis – Executive Member for Strategy and Resources
- Sarah Martin – Chief Officer, Civic Enterprise Leeds
- Mandy Smith – Head of Service (Catering Leeds)
- Julie Hatton – Head of Service (Passenger Transport)
- Dylan Roberts – Chief Officer, Digital and Information Service
- Bev Fisher – Deputy Chief Officer, Digital and Information Service
- Steve Bedford – Business Planning Manager, Digital and Information Service

The Scrutiny Board considered the report in two parts; the first part covering Civic Enterprise Leeds and the second part covering the Digital Information Service.

Civic Enterprise Leeds

The Chief Officer, Civic Enterprise Leeds, and Heads of Service introduced the item and highlights from the report covering the following areas:

- Facilities Management/ cleaning
- Catering
- Passenger Transport
- Fleet Services

Members of the Scrutiny Board considered and discussed the information presented, raising a number of specific areas, including:

- Fire safety audits and checks – post Grenfell.
- Levels of overtime and overtime payments.
- Accident reporting and mitigating actions.
- Budget challenges and financial action plans.
- Levels of food waste and mitigating actions.
- Absence management across the range of service areas.

Digital and Information Service

The Chief Officer, Digital and Information Service, and other officers in attendance introduced the item and highlights from the report covering the following areas:

- Service operation and delivery.
- Service developments and major projects.
- Performance and benchmarking information.

Members of the Scrutiny Board considered and discussed the information presented, raising a number of specific areas, including:

- Invest to save programmes of work.
- The replacement case management system, including member access.
- Operational performance indicators and customer feedback.
- Benchmarking performance and the role of SOCITM.

RESOLVED –

Draft minutes to be approved at the meeting
to be held on Thursday, 21st December, 2017

- (1) That the details presenting in the Civic Enterprise Leeds and Digital and Information Service performance reports be noted.
- (2) That additional information be provided by Civic Enterprise Leeds in relation to the overall level of overtime and extra time payments.
- (3) That Civic Enterprise Leeds:
 - (a) Continues to reduce and minimise the overall level of food waste.
 - (b) Continue to promote the composting of food waste at schools (where available).
 - (c) Seeks to reduce the overall level of food waste sent to landfill, including the potential use of anaerobic digestion as an alternative method of disposal.
- (4) That the following additional information be provided by the Digital and Information Service:
 - (a) Service Desk Performance – average waiting time on telephone calls.
 - (b) A briefing note on performance targets / SOCITM standards.
 - (c) An update on the replacement case management system, including access for elected members.

45 Financial Health Monitoring

The Head of Governance and Scrutiny Support submitted a report introducing the following suite of financial monitoring reports, considered by the Executive Board at its meeting on 15 November 2017:

- Financial Health Monitoring 2017/18 – Month 6
- Treasury Management Strategy Update 2017/18
- Capital Programme Quarter 2 Update 2017-2021

The following were in attendance to introduce the report and performance information and to address questions from the Scrutiny Board:

- Cllr James Lewis – Executive Member for Strategy and Resources
- Richard Ellis – Head of Finance (Communities & Environment, Resources & Housing, Corporate Finance)
- Bhupinder Chana – Head of Finance (Technical)
- Naomi Eastwood – Senior Financial Manager (Financial Management (Corporate))

The Executive Board members and finance officers gave an introduction to each of the financial reports presented. The Scrutiny Board considered the details outlined in the reports. The Scrutiny Board discussed a number of matters and raised a number of questions, including:

- Details of the slippage in the Capital Programme.
- The Council's asset base and levels of borrowing.
- The balance between short-term and long-term borrowing.
- Capital receipts through ward based initiatives.
- Income targets across Sport and Active Lifestyles.

- Details of in-year mitigating actions and forecast budget impact across City Development.
- The level of City Development expenditure with Mouchels.

RESOLVED –

- (1) That the details presented in the financial reports consider by the Scrutiny Board be noted.
- (2) That the following additional information in relation to City Development be provided to the Scrutiny Board.
 - a) Details of in-year mitigating actions and forecast budget impact.
 - b) More detailed information in relation to the level of expenditure with Mouchels.

46 Business Rates - Scrutiny Inquiry Update

The Head of Governance and Scrutiny Support submitted a report that provided an update on the Scrutiny Board's inquiry into Business Rates; and summarised some of the key information previously presented and requested by the Scrutiny Board.

The report also set out the proposed next steps of the inquiry, including details of forthcoming attendance at a Valuation Tribunal Hearing.

The Principal Scrutiny Adviser introduced the report and members of the Scrutiny Board discussed the details presented. Members of the Scrutiny Board also noted the proposed next steps. The Chair of the Scrutiny Board suggested that input from an appropriate government minister should be considered.

RESOLVED –

- (1) That the details presented in the report, including the proposed next steps, be noted and supported.
- (2) That, as part of the Scrutiny Board's next steps, input from an appropriate government minister should be sought.

47 Work Schedule

The Head of Governance and Scrutiny Support submitted a report that presented an outline of the Scrutiny Board's work schedule for the remainder of the current municipal year (2017/18), and detailed specific developments since the previous meeting in October 2017.

RESOLVED –

- (1) That the report be noted and the work schedule as presented be agreed.
- (2) That a date for the 'Apprenticeships Levy' working group in early 2018 be progressed.

48 Date and Time of Next Meeting

Thursday, 21 December 2017 at 10:30am (pre-meeting for all members of the Scrutiny Board at 10:00am).

The meeting closed at 12:30pm.

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EXECUTIVE BOARD

WEDNESDAY, 13TH DECEMBER, 2017

PRESENT: Councillor J Blake in the Chair

Councillors A Carter, R Charlwood,
D Coupar, S Golton, J Lewis, R Lewis,
M Rafique and L Yeadon

SUBSTITUTE MEMBER: Councillor J Pryor

APOLOGIES: Councillor L Mulherin

104 **Substitute Member**

Under the provisions of Executive and Decision Making Procedure Rule 3.1.6, Councillor Pryor was invited to attend the meeting on behalf of Councillor Mulherin, who had submitted her apologies for absence from the meeting.

105 **Exempt Information - Possible Exclusion of the Press and Public**

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt from publication on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

- (a) Appendix 1 to the report entitled, 'Redevelopment of 6-32 George Street and Part Butchers Row, Kirkgate Market', referred to in Minute No. 113 is designated as exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of a particular person and of the Council. This information is not publicly available from the statutory registers of information kept in relation to certain companies and charities. It is considered that since this information was provided to enable the Council to consider the commercial viability and funding option for the redevelopment of the George Street shops, then it is not in the public interest to disclose this information at this point in time. Also, the release of such information would or would be likely to prejudice the Council's commercial interests in relation to the OJEU procurement exercise. It is considered that whilst there may be a public interest in disclosure, much of this information will be available from the Land Registry following completion of the development structure and consequently the public interest in maintaining the exemption

outweighs the public interest in disclosing this information at this point in time.

106 Late Items

Although no formal late items of business had been submitted for the Board to consider, prior to the meeting and with the Chair's agreement, Board Members had been in receipt of an updated version of a plan included within Appendix 2 to Item 12, entitled, 'Amendments to the Leeds Site Allocations Plan' which related to the Outer South HMCA area. It was noted that the version of the plan originally included within the agenda papers showed the route of HS2, as proposed at submission stage (May 2017). However, this was later updated, with some realignment, in July 2017. The updated version was provided to Members as a replacement for the version originally included within the agenda. (Minute No. 115 refers).

107 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

108 Minutes

RESOLVED – That the minutes of the previous meeting held on the 15th November 2017 be approved as a correct record.

RESOURCES AND STRATEGY

109 Best Council Plan Refresh for 2018/19 - 2020/21: Initial Proposals

Further to Minute No. 43, 17th July 2017, the Director of Resources and Housing submitted a report presenting an approach for the proposed refresh of the Best Council Plan for the period 2018/19 – 2020/21.

Members welcomed the efforts which had been made to ensure that the Plan was more accessible to the reader and that the progress made against the related performance indicators was more measurable.

In addition, the Board noted a concern raised by a Member regarding the proposal to remove the current 'Child Friendly City' priority. It was noted that this proposal had been suggested on the basis that children and young people were at the heart of all of the Council's plans and strategies, and it was undertaken that the issue raised would be included within the associated consultation process which was proposed.

RESOLVED –

- (a) That engagement with Scrutiny Boards on the emerging Best Council Plan, in accordance with the Budget & Policy Framework Procedure Rules, be approved;
- (b) That the approach as set out within the submitted report to update the Best Council Plan for 2018/19 – 2020/21, which aims to balance continuity of the Best City (Strong Economy and Compassionate City) / Best Council (Efficient and Enterprising Organisation)

ambitions with further refinement of the Council's priorities and key performance indicators, be approved;

- (c) That approval be given for the Best Council Plan priorities and key performance indicators to be reviewed annually and updated as needed alongside the council's Budget;
- (d) That it be noted that the Director of Resources and Housing will be responsible for developing the Best Council Plan for 2018/19 - 2020/21, for its consideration by this Board and Full Council in February 2018 alongside the supporting 2018/19 Budget.

(The matters referred to within this minute, given that they were decisions being made in accordance with the Budget and Policy Framework Procedure Rules, were not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions being made in accordance with the Budget and Policy Framework Procedure Rules)

110 Financial Health Monitoring 2017/18 - Month 7

The Chief Officer, Financial Services submitted a report regarding the Council's projected financial health position for 2017/18, as at month 7 of the financial year.

A Member made reference to the Children and Families directorate budget, noting that the External Residential and Independent Fostering Agents placements had recently increased, which had meant that the projected year end spend had also increased, with an enquiry being made around the potential to increase provision for accommodating such placements within the city. In response, it was highlighted that given the demand led nature of such provision, the pressures on that budget continued to be monitored, with it also being highlighted that the Children and Families directorate budget was projecting a balanced position as at month 7.

In addition, responding to a Member's specific enquiry, the Member in question received clarification regarding a specific budgetary pressure within the Waste Management service.

RESOLVED – That the projected financial health position of the Authority, as at month 7 of the financial year, be noted.

111 Parklife Programme

The Director of City Development and the Director of Communities and Environment submitted a joint report providing an update on the progress made in relation to the Leeds Parklife programme, which sought approval for work to continue on the programme, to note the shortlist of sites as detailed within the report and which also sought approval for funding of £100k towards feasibility studies on some of the shortlisted sites.

The proposals within the report, and the potential opportunities arising from them were welcomed. In addition, emphasis was placed upon how the programme would help address the issues arising from the high demand and over-use of Council owned pitches. Reference was also made to the ongoing discussions and progress being made with respect to the ownership of Woodhall Playing Fields.

In considering the report, Members highlighted the need to ensure that any new facilities developed as a result of this initiative were able to be accessed and used by local communities. Also, responding to an enquiry, the Board received further details on the principles set out by the Football Association by which sites could be brought forward for inclusion within the programme.

In conclusion, the Chair highlighted the fact that Leeds had successfully been included within the first round of the Parklife programme, and emphasised that the shortlist, as detailed within the submitted report was not finalised, and therefore suggestions for additional or alternative sites were welcomed.

RESOLVED –

- (a) That the proposal for the Parklife programme in Leeds, as detailed within the submitted report, be noted;
- (b) That the proposed shortlist of sites as detailed within the submitted report be noted, and that approval be given for officers to seek further suggestions for sites from local partners, subject to the criteria as set out in paragraph 3.7 of the report;
- (c) That further work with the Football Association and local and national partners to further develop the Parklife programme in Leeds, be approved, which will specifically include carrying out technical feasibility studies, production of a final shortlist, development of a delivery programme and the provision of costings for the development of each site;
- (d) That an injection into the capital programme of £100k in order to carry out feasibility works at some of the shortlisted sites, be approved;
- (e) That the release of £100k from the capital programme be approved, with the necessary authority also being delegated to the Director of City Development in order to enable the Director to take decisions regarding the release of funding for specific sites;
- (f) That it be noted that a further report will be submitted to Executive Board in order to make a final decision upon the shortlist and appropriate release of funds for development;
- (g) That it be noted that the Director of City Development and the Director of Communities and Environment will be responsible for the implementation of the above resolutions.

REGENERATION, TRANSPORT AND PLANNING

112 Leeds City Region HS2 Connectivity Strategy

Further to Minute No. 82, 18th October 2017, the Director of City Development submitted a report providing an update on the work commissioned by the West Yorkshire Combined Authority on the Leeds City Region HS2 Connectivity study, which looked to inform the HS2 Growth Strategy which was to be submitted to Government later in December 2017, whilst also identifying some priorities for the delivery of mass transit within Leeds.

Members highlighted the significant economic impact that the Connectivity Strategy could potentially have both on Leeds and across the city region, and how the strategy needed to ensure that outer lying communities were connected by any future public transport model. Emphasis was also placed upon the significance of the development of the corridor between Leeds and Bradford, with reference being made to the need to ensure that any short term decisions made regarding Leeds-Bradford connectivity did not affect the project in the longer term.

Given the key role being played by Leeds in the development of such matters, the Board highlighted the need to ensure that Elected Members were kept informed of the progress being made in this area. Linked to this, the Board also received information on the recognition which Leeds had recently received for the partnership approach being taken to progress the city's ambition in terms of future transport provision and connectivity.

RESOLVED –

- (a) That the principles of the emerging Leeds City Region HS2 Connectivity Strategy, be supported;
- (b) That following resolution (a) (above), the Director of City Development, in consultation with the Leader of the Council, the Executive Member for Regeneration, Transport and Planning and the Director of Resources and Housing, be requested to:-
 - (i) Further develop the Council's input into the Leeds City Region HS2 Connectivity Strategy and to report back to Executive Board around the emerging conclusions of the proposed Inclusive Growth Corridor Plans;
 - (ii) Undertake engagement with central Government and city partners on the HS2 Growth Strategy proposals alongside the West Yorkshire Combined Authority ahead of a final strategy being developed;
 - (iii) Continue collaboration with partners in order to bring forward the delivery of the Connectivity Vision.

113 Redevelopment of 6 - 32 George Street and part Butchers Row, Kirkgate Market

The Director of City Development submitted a report regarding proposals for the redevelopment of 6 to 32 George Street and part of Butchers Row, Kirkgate Market, and sought approval of the necessary steps to be taken in order to deliver the scheme.

Members discussed the timing of the proposed redevelopment, and how such proposals linked to the Victoria Gate scheme and the regeneration of the wider area.

Following consideration of Appendix 1 to the submitted report designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the contents of the submitted report and, specifically the scheme that has been produced, be noted;
- (b) That the necessary authority be delegated to the Director of City Development in order to approve the awarding of the contract to Town Centre Securities as the Council's selected developer partner;
- (c) That the recommended legal structure for the development partnership, together with the associated Heads of Terms, as detailed within the exempt appendix 1 to the submitted report, be approved;
- (d) That the injection into the Capital Programme and authority to spend of £12,903,600, as detailed within the exempt Appendix 1 to the submitted report, be approved, for the purposes of:-
 - (i) A fifty percent share in the ownership of the completed development;
 - (ii) The refurbishment of Westminster Buildings for market staff accommodation;
 - (iii) The costs associated with the legal and technical advice required.
- (e) That the Director of City Development be authorised to make all subsequent decisions which may be necessary in order to deliver this scheme, with the concurrence of the Executive Member for Regeneration Transport and Planning;
- (f) That it be noted that the Chief Officer, Economy and Regeneration is responsible for the delivery of the proposed scheme.

114 Phase 2 Leeds (River Aire) Flood Alleviation Scheme

Further to Minute No. 64, 20th September 2017, the Director of City Development submitted a report providing further information on the emerging proposals for the Phase Two River Aire, Leeds Flood Alleviation Scheme,

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th February, 2018

whilst also seeking approval for the submission of an outline business case and subsequent associated planning applications.

Members welcomed the information detailed within the submitted report, and received an update regarding the ongoing dialogue taking place with the Trustees of Rodley Nature Reserve in relation to the concerns which they have raised on the proposals.

In conclusion, the Chair paid tribute to all officers who had been involved in progressing the scheme to the current position, and also acknowledged the importance of the cross-party support which had been received.

RESOLVED –

- (a) That the necessary authority be delegated to the Director of City Development, in order to enable the Director to submit an outline business case for funding from DEFRA, subject to agreement with the Executive Member for Regeneration, Transport and Planning and the Leader of the Council;
- (b) That the necessary authority be delegated to the Director of City Development for the submission of associated planning applications for the emerging proposals relating to flood defence structures and their associated defence initiatives, subject to agreement with the Executive Member for Regeneration, Transport and Planning;
- (c) That it be noted that a further report will be submitted to Executive Board in April 2018 in order to provide an update on the progress being made and to advise on the status of the Operation and Maintenance of each element within the proposed scheme.

115 Amendments to the Leeds Site Allocations Plan

Further to Minute No. 148, 8th February 2017, the Director of City Development submitted a report presenting a revised approach towards progressing housing allocations and safeguarded land within the Leeds Site Allocations Plan (SAP) through its Examination. The report set out proposed amendments to the 'Submission draft SAP' for public consultation together with an indicative timetable for the SAP Examination. It was noted that such proposals followed on from reports considered by Development Plan Panel on the 3rd and 21st November 2017, which set out the reasons for the revised approach, the methodology to be used and the changes which were now considered necessary to the SAP.

Prior to the meeting, Board Members had received an updated version of a plan included within Appendix 2 to the submitted report relating to the Outer South HMCA area. The version of the plan originally included within the agenda papers showed the route of HS2, as proposed at submission stage (May 2017). However, this was later updated, with some realignment, in July 2017. As such, the updated version was provided to Members as a replacement for the version originally included within the agenda.

Responding to a Member's concerns, the Board received clarification regarding the relationship between the Council's Core Strategy and the Leeds SAP, and how the SAP needed to be examined against the requirements set out within the Council's adopted Core Strategy, which included the currently adopted housing requirement figures.

Again responding to Members' comments, the Board also received further information on how the submitted report looked to continue to progress the Site Allocations Plan through the Examination process, whilst at the same time undertaking the Core Strategy Selective Review, with the aim of Leeds adopting a Site Allocations Plan and an amended Core Strategy, with a revised housing allocation, at the earliest opportunity, in order to ensure that the Council had a defensible five year land supply.

The Board also received an update on the actions being taken to ensure that housing continued to be developed across the city, with examples being given on the work undertaken to develop brownfield land sites in order to evidence the viability of such sites, together with the work undertaken to stimulate residential development in the city centre.

Members also discussed the 'broad locations' approach being proposed, and the potential implications of such an approach when considering issues such as the development within the Green Belt. Also, emphasis was placed upon the need to achieve the right balance between ensuring that there was sufficient housing provision for the city, whilst at the same time ensuring that such housing was built in the correct locations.

In conclusion, the Chair highlighted the impact nationally that the Department for Communities and Local Government's proposals regarding revised methodology for the calculation of housing requirements has had, with it being emphasised that the lobbying of Government around the sufficiency of appropriate housing provision in Leeds would continue.

RESOLVED –

- (a) That the update on further technical work on housing and Green Belt release, together with the revised timetable for the hearing sessions of the SAP Examination, be noted;
- (b) That the updated version of the plan circulated to Board Members prior to the meeting (as referenced above) which was included within Appendix 2 to the submitted report and which related to the Outer South HCMA area, be noted as a replacement of the version originally included within the agenda papers;
- (c) That full Council be recommended to approve the Revised Submission Draft SAP for the purposes of public consultation on changes, as set out within Appendix 1 to the submitted report, concerning:
 - (a) deleting some proposed housing allocations and safeguarded land, and proposing identifying these as Broad Locations;

- (b) a new policy on Broad Locations;
 - (c) amending the phasing of proposed housing allocations to ensure that sufficient land is available to meet housing needs;
 - (d) revisions to the sustainability appraisal of the SAP (as detailed in Appendix 4 to the submitted report);
 - (e) consequential amendments to other parts of the Plan; and
 - (f) background material (and evidence) to support the proposed amendments.
- (d) That full Council be recommended to approve that this revised material (referenced in (c) above) be subject to 6 weeks public consultation and then be submitted to the Secretary of State (subject to any amendments following public consultation), as a Revised Submission Draft Plan prior to Stage 2 of the SAP Examination, pursuant to Section 20 of the Planning and Compulsory Purchase Act 2004 as amended, in line with the draft timetable set out within the submitted report;
- (e) That full Council be recommended to approve that delegated authority is granted to the Chief Planning Officer, in consultation with the Executive Member for Regeneration, Transport and Planning to make further amendments to the revised Submission Draft in response to representations received during the consultation period that are considered to be required for the soundness of the Plan;
- (f) That, as in the Submission of the Site Allocations Plan in May 2017, full Council be recommended to grant authority to the independent inspector appointed to hold the Public Examination, to make modifications to the Submission Draft Plan (as recommended to be revised in line with resolution (c) above), pursuant to Section 20 (7C) of the Planning and Compulsory Purchase Act 2004, as amended;
- (g) That the necessary authority be delegated to the Chief Planning Officer, in consultation with the Executive Member for Regeneration, Transport and Planning, to:
- (i) approve the detail of any further technical documents and supporting evidence required to be submitted alongside the revised Submission plan for consideration at Stage 2 of the hearings;
 - (ii) continue discussions with key parties and suggest to the Inspector any edits and consequential changes which are necessary to be made to the revised Submission Draft Plan following Council approval during the Examination, and also to prepare and give evidence in support of the revised Submission Plan at Examination.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

(The matters referred to within this minute, given that they were decisions being made in accordance with the Budget and Policy Framework

Procedure Rules, were not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions being made in accordance with the Budget and Policy Framework Procedure Rules)

HEALTH, WELLBEING AND ADULTS

116 Out of the Shadows: Time to Shine Programme

Further to Minute No. 114, 14th December 2016, the Director of Adults and Health and the Director Public Health submitted a joint report which provided a briefing on the 'Time to Shine' programme, whilst also presenting details of the progress and impact which had been made in tackling social isolation and loneliness in Leeds since the matter was previously considered by the Board.

The Board welcomed Rachel Cooper, Chief Executive of Leeds Older People's Forum and Lucy Jackson, Chief Officer / Consultant in Public Health to the meeting, both of whom were in attendance to introduce the key points of the submitted report.

The Board considered the HomeShare scheme, with a request being made that the performance of the initiative continued to be monitored.

Responding to a Member's comments regarding the potential for Council officers to contribute to and enhance the work being undertaken in this field, the Board was provided with details of the ways in which Communities Teams were involved in supporting older people's organisations which aimed to tackle loneliness and social isolation, with the Member in question being offered a further briefing on such matters, if required.

The Board also received further information on the learning which was being evaluated and shared as a result of the Time to Shine initiative, with the aim of ensuring that the positive practices and multi-agency approach being taken in the tackling of loneliness and social isolation across the city continued to be further developed throughout the period of this programme, and beyond.

In conclusion, it was noted that the Board would welcome further updates on the work being undertaken in this area, as and when appropriate.

RESOLVED –

- (a) That the submitted report, which updates the Board on the progress of the Time to Shine programme, be received;
- (b) That the progress made in the development and delivery of the 'Time to Shine' programme, be welcomed;
- (c) That the positive impact that the work on tackling loneliness and social isolation will have, and the contribution it will make towards the breakthrough project 'Making Leeds the Best City to Grow Old In', be recognised;

- (d) That recognition be given to the fact that social isolation and loneliness is a complex issue for which there are no simple 'one size fits all' solutions, with it also being acknowledged that 'Time to Shine' is a learning programme which will give greatest impact when learning is widely adopted through commissioning and direct delivery;
- (e) That the excellent work of Leeds Older People's Forum in leading the programme, be commended;
- (f) That it be noted that the lead officers responsible for ensuring that updates are submitted to the Board are the Chief Officer/Consultant in Public Health (Older People) and the Deputy Director for Integrated Commissioning;
- (g) That the value and impact of the work being undertaken in local areas be noted.

CHILDREN AND FAMILIES

117 Domestic Violence & Abuse Breakthrough Project

Further to Minute No. 75, 21st September 2016, the Director of Communities and Environment submitted a report which provided an outline of the work undertaken and the progress made to date in respect of the Domestic Violence Breakthrough Project, whilst it also outlines some ongoing challenges.

Members received an update on the multi-agency initiatives being undertaken to address the issue of domestic violence and abuse across the city, with the Board's thanks being extended to all those involved in the delivery of such services.

The Board highlighted the progress which had been made in recent years in tackling this issue, with specific reference made to the work undertaken both with the victims and the perpetrators, and the actions being taken to recognise the complexity of domestic violence, together with the range of domestic settings and relationships in which it occurs.

Members also discussed the impact of domestic violence upon children and young people and the developing approaches taken to safeguard them, with reference being made to how decisions were taken regarding the extent to which children were involved in any resolution processes.

Finally, specific reference was made to the 'Front Door Safeguarding Hub' initiative, and the multi-agency and timely response it provided to domestic violence cases, and the way in which its approach had proven to be very effective at inter-agency communication and ensuring that swift action was taken to help those affected by domestic violence and abuse.

RESOLVED –

- (a) That the progress made to date be noted, and that annual reports continue to be presented to the Board;
- (b) That the comments made by the Board during the consideration of this item regarding actions to address the challenges detailed within the submitted report and opportunities for further work, be noted;
- (c) That it be noted that the Director of Communities and Environment is responsible for the Domestic Violence & Abuse Breakthrough Project.

118 Outcome of consultation regarding a proposal to establish an academy (free school) on a site at Fearnville

Further to Minute No. 59, 20th September 2017, the Director of Children and Families submitted a report presenting the outcome of the consultation in respect of a proposal to establish a new 8 form entry secondary free school (1,200 place – 240 pupils per year group) for learners aged between 11-16 years, including a Resourced Provision for young people with Autism Spectrum Condition and Moderate Learning Difficulties. The report sought approval for the commencement of a ‘free school presumption process’ under the terms as detailed within the Education and Inspections Act 2006.

RESOLVED – That the consideration of this matter be deferred, in order to enable further consideration to be undertaken on all of the available options which have been brought forward to ensure the future sufficiency of school places in this area, with a further report on such matters being submitted to the Board in due course.

119 Outcome of consultation to increase learning places at Allerton Church of England Primary School

The Director of Children and Families submitted a report on proposals brought forward to meet the Local Authority’s duty to ensure a sufficiency of school places, which supported the achievement of the Best Council priority to improve educational achievement and close achievement gaps. Specifically, the submitted report described the outcome of the consultation process regarding proposals to expand primary school provision at Allerton Church of England Primary School and which sought permission to publish a statutory notice in respect of such proposals.

Responding to a Member’s enquiry, it was noted that concerns which had been raised in respect of highways and parking issues were being picked up via the associated consultation exercise, whilst assurances were provided that the implementation of any proposals would be taken through the normal planning procedures.

RESLOVED -

- (a) That the publication of a Statutory Notice on a proposal to expand primary provision at Allerton Church of England Primary School from a capacity of 420 pupils to 630 pupils, with an increase in the admission number from 60 to 90 with effect from September 2018, be approved;

- (b) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

120 Outcome of consultation to increase learning places at Beeston Hill St Luke's Church of England Primary School

The Director of Children and Families submitted a report on proposals brought forward to meet the Local Authority's duty to ensure a sufficiency of school places, which support the achievement of the Best Council priority to improve educational achievement and close achievement gaps. Specifically, the submitted report described the outcome of the consultation exercise regarding proposals to expand primary school provision and establish resourced Special Educational Needs (SEN) provision at Beeston Hill St Luke's Church of England Primary School, and which sought permission to publish a statutory notice in respect of such proposals.

RESOLVED –

- (a) That the publication of a Statutory Notice on a proposal to expand primary provision at Beeston Hill St Luke's Church of England Primary School from a capacity of 315 pupils to 420 pupils, with an increase in the admission number from 45 to 60 and to establish provision for pupils with Complex Communication Difficulties, including children who may have a diagnosis of ASC (Autistic Spectrum Condition) for approximately 8 pupils, with effect from September 2019, be approved;
- (b) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

ENVIRONMENT AND SUSTAINABILITY

121 Cutting Carbon Breakthrough Project Annual report

Further to Minute No. 129, 14th December 2016, the Director of Resources and Housing submitted a report which presented the first annual report of the Leeds Climate Commission, which outlined the progress that the Council had made in reducing carbon emissions through the schemes being delivered via the Cutting Carbon Breakthrough Project.

Professor Andy Gouldson, University of Leeds and Chair of the Leeds Climate Commission attended the meeting to introduce the key points from the report, and to outline the commission's priorities for the coming year.

Responding to a Member's enquiry regarding the benefits of anaerobic digestion and food waste initiatives, it was highlighted that such matters would form part of the Council's ongoing consultation in respect of the Waste and Recycling Strategy. It was also suggested that the Commission was a good arena in which to consider and progress energy infrastructure issues such as this, with it being noted that the commission had the benefit of being able to provide a 'whole city' perspective on such matters.

In conclusion, Members acknowledged the significant financial opportunities arising from the development of energy infrastructure, and noted that work in such areas would continue to be developed, including that liaison was intended to take place with the new owners of the Green Investment Bank.

RESOLVED –

- (a) That the findings of the Leeds Climate Commission Annual Report be noted, with support being given to continuing to respond to the Commission's advice and recommendations in the future;
- (b) That the progress being made in this field be noted, and that support be given to the continued delivery of the carbon reduction schemes within Cutting Carbon and Improving Air Quality Breakthrough Project;
- (c) That it be noted that all of the related recommendations will be delivered from 2017/18 onwards by the Sustainable Energy and Climate Change Team, which is led by the Executive Programme Manager within the Projects, Programmes, & Procurement Unit, under the direction of the Director of Resources and Housing.

122 Improving Air Quality Within The City

The Director of Resources and Housing, the Director of City Development and the Director of Public Health submitted a joint report providing an update on the new national air quality plan and national Clean Air Zone Framework which were published in July 2017. The report also presented an update on the actions being taken in Leeds to improve air quality following the previous report considered by the Board; detailing solutions identified to meet the city's Air Quality obligations as set out in UK law; and proposing the associated timetable for next steps.

Members highlighted the importance of the consultation exercise which was being proposed, the need to ensure that the matters raised during the consultation were taken into consideration and that a practical rather than a punitive approach was taken to improving air quality.

Responding to a Member's concern, assurances were provided that any associated work being undertaken by the Licensing Committee regarding the taxi and private hire trade would need to be aligned to the work proposed by the submitted report, to ensure that a collaborative approach was taken, with it also being highlighted that an effective communications process with the taxi and private hire trade would need to be ensured.

In considering the issue nationally, Members highlighted a number of areas which Government would need to lead on in order to progress the agenda, discussed the existing issues around infrastructure when considering the increased use of electric vehicles, and also considered the potential use of alternative energy, such as hydrogen.

RESOLVED – That approval be given to enter into a period of public consultation on the proposal to introduce a Clean Air Zone B within the Outer Ring Road/ Motorway network, with additional measures.

123 Environment, Housing and Communities Scrutiny Board Review of Cemetery and Crematoria Horticultural Maintenance of Grave Conditions

The Director of Communities and Environment submitted a report which presented the recommendations of the Scrutiny Board (Environment, Housing and Communities) regarding the arrangements in place to enforce grave conditions and how they related to horticultural maintenance arrangements, which followed issues which had been experienced in respect of associated communication and enforcement processes. The report noted how the Scrutiny Board had agreed to undertake the review via a working group meeting, and following which, the Scrutiny Board formally approved a number of recommendations, as appended to the submitted report.

Councillor B Anderson, Chair of the Scrutiny Board (Environment, Housing and Communities) attended the meeting in order to introduce the key points from the Scrutiny Board report. In doing so, he highlighted the role of the Scrutiny Board in providing both challenge and reassurance to the directorate, emphasised the importance of effective communication when dealing with such sensitive issues, and also highlighted the key role played by undertakers.

On behalf of the Board, the Chair extended her thanks to the Scrutiny Board for the work it had undertaken on this issue.

RESOLVED – That the following be approved:-

- (a) That 'grave conditions', as approved at Executive Board in December 2011, are supplemented by a notice placed on the grave (as illustrated in paragraph 3.4 of the submitted report) with a revised process introduced, as set out in paragraph 3.3 of the same report;
- (b) That national bodies representing funeral directors are approached to encourage funeral directors to effectively outline the implications of each burial option with bereaved families;
- (c) That all local funeral directors are contacted to remind them of the importance of clearly communicating the implications of each burial option;
- (d) That a proposal is brought forward to recruit two additional rangers, funded via bereavement services revenue, to work with existing volunteers and 'Friends Of' groups as well as establishing new community groups that support practical volunteer activities in cemeteries and crematoria;
- (e) That the Chief Officer, Parks and Countryside is responsible for the implementation of the resolutions (above) which should be in place by April 2018.

ECONOMY AND CULTURE

124 Initial Budget Proposals for 2018/19

The Chief Officer, Financial Services submitted a report which sought the Board's agreement to the Council's initial budget proposals for 2018/19, as detailed within the submitted paper. The report sought approval for those proposals to be submitted to Scrutiny and also used as a basis for wider consultation with stakeholders. In addition, the report also sought agreement for Leeds to continue as a member of Leeds City Region Business Rates Pool, should the application to pilot 100% Business Rates Retention in 2018/19 succeed.

RESOLVED –

- (a) That the initial budget proposals, as set out within the submitted report be agreed, and that approval be given for them to be submitted to Scrutiny and also to be used as a basis for wider consultation with stakeholders;
- (b) That should the application to pilot 100% business rates retention succeed, agreement be given for Leeds to continue as a member of the designated Business Rates Pool and should act as lead authority for it, with it being noted that notwithstanding this decision, the continuation of the Pool will be dependent upon none of the other member authorities choosing to withdraw within the statutory period after designation.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

(The matters referred to within Minute No. 124(a), given that it was a decision being made in accordance with the Budget and Policy Framework Procedure Rules, was not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions made in accordance with the Budget and Policy Framework Procedure Rules.

However, the matter referred to in Minute No. 124(b) was eligible for Call In, given that it was a decision not being taken as part of the Budget and Policy Framework Procedure Rules)

125 World Triathlon Series

Further to Minute No. 194, 22nd April 2015, the Director of City Development submitted a report which sought support for Leeds to continue to host the World Triathlon Series for 2019 and 2020 and which provided details of the positive steps being taken to improve the event experience in addition to the wider Triathlon development opportunities being delivered by partners.

RESOLVED –

- (a) That the contents of the submitted report, be noted;

- (b) That pending confirmation from the British Triathlon Federation, agreement be given to seek approval for Leeds to be host city for the World Triathlon Series in 2019 and 2020;
- (c) That the continued contribution of £230,000 per annum as a cash contribution towards hosting the event, be approved;
- (d) That the Chief Officer, Culture and Sport be delegated the necessary authority to enter into any legal agreements for the 2019 and 2020 World Triathlon Series events;
- (e) That it be agreed that the Memorandum of Understanding for the World Triathlon Series Leeds 2018 (and any subsequent World Triathlon Series event) between British Triathlon Federation and the Council is entered into on the same financial basis as that previously agreed for the 2017 event.

EMPLOYMENT, SKILLS AND OPPORTUNITY

126 Leeds City Council Workforce - Inclusion and Diversity Training

The Director of Resources and Housing submitted a report which presented a framework for the refresh and improvement of the Inclusion and Diversity training provision for Leeds City Council employees, an initiative which looked to form part of the Council's wider work to build a more inclusive workplace.

Responding to a Member's enquiry, the Board was advised that although the Council had a good track record on such matters, work was ongoing to engage with disabled employees, in order to ensure that there was a greater consistency provided to disabled staff in terms of the provision of reasonable adjustments and also to promote managers' awareness and understanding of such issues.

RESOLVED – That the refresh of the Council's Inclusion and Diversity training, as outlined within the submitted report, be approved for the purposes of a Spring 2018 relaunch.

DATE OF PUBLICATION: FRIDAY, 15 DECEMBER 2017

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5.00 P.M., FRIDAY, 22 DECEMBER 2017

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